

**Subject:** Re: Westchester Quarterly Report (w/o Attachments) 4th Q 2015  
**From:** Rita Moreno <rita.moreno@lacity.org>  
**Date:** 06/28/2016 07:51 AM  
**To:** Donald Duckworth <duckworth.donald@gmail.com>

Thanks, Don. By the way, fyi - I'm out the 1st Monday of the pay period.

On Mon, Jun 27, 2016 at 2:15 PM, Donald Duckworth  
<[duckworth.donald@gmail.com](mailto:duckworth.donald@gmail.com)> wrote:

Thanks Rita. Elsie has been sick. You'll see one of us by tomorrow, for sure.

Good catches on the Quarterly Report. I've made the corrections and attached a revised document.

On Fri, Jun 24, 2016 at 4:26 PM, Rita Moreno <[rita.moreno@lacity.org](mailto:rita.moreno@lacity.org)> wrote:  
Hi Don,

Just a few questions/corrections on the report:

Page 2, Introduction, 1st paragraph, last sentence: Should it read "4th Quarter of 2015" instead of "3rd Quarter of 2015"

Page 4, Ambassador Services: Typo "aa" instead of "a"

Page 4, Quarterly Newsletter: Should it be corrected to read "...a Quarterly newsletter" or "Quarterly newsletters"

I'm not sure if Elsie has come by or not. Let me know because I have not received the pin drive.

Thanks and have a great weekend.

Rita

On Tue, Jun 21, 2016 at 8:45 AM, Rita Moreno <[rita.moreno@lacity.org](mailto:rita.moreno@lacity.org)> wrote:

Okay, thanks.

On Tue, Jun 21, 2016 at 8:34 AM, Donald Duckworth  
<[duckworth.donald@gmail.com](mailto:duckworth.donald@gmail.com)> wrote:

Here is the referenced Quarterly Report. I'll submit full copies with attachments of this Quarterly Report and the 1st Quarter of 2016 by pin

drive before the end of the week. (My assistant, Elsie Lopez will hand carry them to you.)

Thanks Rita.

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